Joint Culinary Center of Excellence (JCCoE)
US Army Quartermaster School
Entrance Brief
Food Management Assistance Team (FMAT)
Visit to Fort Anywhere

Installation Management Command
Any Region

Date 2010

Team Members

Army Center of Excellence, Subsistence (ACES)

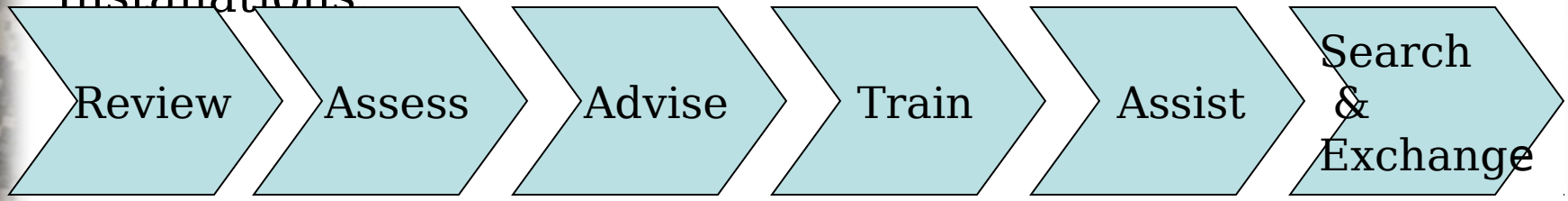
- CW4 Ellen M. Magras, Chief, Management Assistance Division
- SGM Michael A. Dixon, Chief, Food Operations Management NCO
- MSG Randy Hill, Senior, Food Operations Management NCO
- Mr. Ronald Bellamy, Food Service Systems Analyst
- Mr. Wardell Carey, Facilities and Equipment Division

IMCOM- Regional Food Program Manager Office

- Mrs. IMCOM, Regional Food Program Manager

Mission & Objectives

- Render assistance in raising the quality of food service, achieve economy, and increase effectiveness of the Army Food Program.
- Ensure regulatory policies and procedures are uniformly applied to the Installation Food Service Program.
- Participate actively in an advisory and training capacity in the operation of the Installation Food Program.
- Record observations and recommendations to assist in improving the Installation Food Program and meeting the standards of the Army Food Program.
- Exchange, search for, and collect new ideas regarding food service for possible adoption and dissemination to all Installations



Not an Inspection Team!

Missions

FMAT Missions are typically 5 days or less (CONUS)

2 Types

- **<u>Scheduled</u>**- *Provide assistance in all areas of food service operations*.
- **<u>Requested</u>**- *Respond to particular problems identified by the command*.

- **CONUS**
- **OCONU**

Fiscal Year (FY)	Number of Installations
2009	24
2010	24
2011	21 (Scheduled)

months.

months.

Scheduled Mission Format

- **90 Days**: Commanding General's Welcome Letter is sent to the Garrison Commander.

- **45 Days**: Initial coordination memorandum is sent to the IMCOM Region and Installation Food Program Managers (IFPM). The memorandum is geared towards addressing the needs of the installation and areas of special training. This pre-coordination and advance feedback affords the FMAT an opportunity to better prepare for the visit and conduct additional research while at home station. Detailed feedback will allow the FMAT to focus in critical areas and provide an assessment relevant to the food service needs.

- Review Installation Food Program and appropriate documents. Ensure regulatory policies and procedures are uniformly applied to the installation food program.

- Visit dining facility operations. Provide assistance and training as needed.

- Review specific areas of interest directed by Army G-4, IMCOM or the visited command.

FMAT Team Composite and Timeline

- The FMAT is tailored to the needs of the installation.
- Additional personnel can be added to the 3-person FMAT if the installation requests additional support (i.e. AFMIS, Contracting, or Food Safety- Veterinary Services and/or Preventive Medicine personnel).
- Generally, FMAT CONUS visits are scheduled for five days or less.
- The length of OCONUS is based on the location and travel time required.
- The Facilities and Equipment representative will meet with the appropriate DPW and engineer agencies and address any field feeding equipment issues or concerns the MSC Food Advisory personnel may have.

Focus Areas

Food Service Systems Analyst	Senior Food Operations NCO
Food Program Management Special/Training Programs Dining Facility Utilization Subsistence Prime Vendor Major Subordinate Command Advisory Support Army Food Management Information System (AFMIS) Contract Development & Surveillance	Administration AFMIS ARIMS Account Management Inventory Management Food Protection and Sanitation Support Agencies Food Preparation and Service Menu Standards Operational Rations Subsistence Prime Vendor 92G Personnel Major Subordinate Command Advisory Support Training Diner Satisfaction

Focus Areas

Facilities and Equipment Division
Dining Facility Infrastructure
MCA/Major renovation projects
Food Service Equipment
Food Service Equipment Replacement Record in AFMIS
Food Service Equipment Annual Budget
Field Feeding Equipment Issues/Concerns
Dining Facility Modernization Plan Development
Maintenance Request Registers
Food Service Equipment Training
Energy Conservation

Briefing & Reporting

- A comprehensive Entrance and Exit Brief is conducted with the Installation Commander and staff, Food Program Manager and other support personnel.
- A draft Memorandum of Visit (MOV) will be provided to each visited Command.
- Finalized MOV will be sent to the Commander in approximately four weeks.
- Follow-up assistance to the Command will be provided as required.

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Home of the Food Service Professional

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Field Food Service Operations

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Joint Culinary Center of Excellence
Fort Lee, VA 23801

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JCCoE LINKS

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